

**Income Tax Department, Visakhapatnam**  
**Notice Inviting Quotation**

The office of the Commissioner of Income Tax (Appeals)-1, Visakhapatnam, intends to hire a mid-sized vehicle for this office on operational purposes. The interested parties may submit their quotations to the Commissioner of Income Tax(Appeals)-1, Visakhapatnam, 2<sup>nd</sup> Floor, Direct Taxes Building, M.V.P.Colony, Visakhapatnam-530017. The terms and conditions can also be downloaded from the website [www.incometaxhyderabad.gov.in](http://www.incometaxhyderabad.gov.in). The last date for submission of duly filled in quotations in a sealed cover is 08-03-2019. .

Yours Sincerely,



( T.S.N. MURTHY)

आयकर आयुक्त (अपील)-1, विशाखपट्टणम  
Commissioner of Income-tax (Appeals)-1,  
Visakhapatnam.

कार्यालय  
आयकर आयुक्त -(अपील-1), दूसरी तल, प्रत्यक्ष कर  
भवन, रैतु बजार के सामने,  
एम.वी.पी. कोलोनी. विसखापट्टणम



Office of the  
Commissioner of Income Tax (Appeals)-1,  
2<sup>nd</sup> Floor, Direct Taxes Building,  
Opp. Rytu Bazaar,  
M V P Colony, Visakhapatnam.

F. No.8/CIT(A)-1/VSP/Estt/2018-19

Dated:20<sup>th</sup>February2019.

Sub : Hiring of one Mid size staff car vehicle on monthly hire basis for  
O/o The Commissioner of Income tax(A)-1, Visakhapatnam -  
Calling for Quotations – Regarding.

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Quotations are invited from the interested parties for supply of Mid size staff car vehicle on monthly hire basis for the office use of O/o The Commissioner of Income tax (A)-1, Visakhapatnam

**TERMS & CONDITIONS :**

1. The monthly rent will not be more than **Rs. 39,600/-** for mid size vehicle (exclusive of Service Tax) including all expenses like driver's salary, diesel, maintenance, repairs etc. The vehicles should not older than one year and should be in proper running condition and must have a valid taxi permit to run in the state of Andhra Pradesh. **Maximum mileage per month 2000 Km.**
2. The vehicle shall be at the disposal of the Income Tax Department for all the days of the month i.e. 24 hours a day a week and 365 days in a year. The vehicle shall be parked at the parking of the respective building where the office is situated
3. The vehicle should be provided along with the driver and fuel. The vehicle supplier shall ensure that driver is made available along with vehicle for all the days of the month.
4. The Department is not responsible for any repairs and maintenance of the vehicle. No other charges except the hire charges will be born by the Department.
5. The vehicle should be maintained in a neat and clean and in a perfect running condition.
6. The vehicle should have unlimited passenger liability insurance. All the claims arising out of any accident shall be met by the vehicle provider.

7. The driver should have a valid driving license, should wear clean white and white uniform as prescribed by the RTA and should follow traffic rules and other regulations prescribed by the Government from time to time.
8. The driver must observe all the etiquette and protocol while performing the duty and should carry a mobile phone in working condition.
9. The travel agency should arrange alternative suitable vehicle, immediately in case of breakdown of the vehicle supplied.
10. In case of failure to provide alternative suitable vehicle, hire charges on pro-rata basis shall be deduced from the monthly hire charges.
11. Changes of vehicle and the driver should be allowed only in exceptional circumstances.
12. The monthly hire charges are subject to statutory deductions of Government dues, like Income Tax, GST etc.
13. In the event of either non compliance of tender notice conditions or default, otherwise in any manner by the transport contractor, the authorized officer of the department shall have right to terminate the agreement holding the transport contractor liable for all its claims with one month notice .
14. The hiring shall be initially for the period of one year from the date of commencement, The department has right to curtail or extend the validity of the contract on the same rates and conditions at the discretion of the Commissioner of Income Tax, (A)-1, Visakhapatnam
15. The department reserve the right to terminate the contract with one month notice
16. In case the supplier wants to withdraw the contract, he has to give three months notice.
17. The supplier of the vehicle shall not give the said hired vehicle to any third party during the subsistence of the present agreement.
18. No additional charges will be paid for extra mileage.

The parties/travel agencies those who are willing for the above terms and conditions may furnish their sealed quotations giving the details of maximum mileage to be given per month subject to a minimum of 2000 Km. on or before **08-03.2019** at the O/o The Commissioner of Income tax (A)-1 , 2<sup>nd</sup> floor, Direct Tax Building , MVP Double Road, M.V.P. Colony, Visakhapatnam

Yours Sincerely,



( T.S.N. MURTHY)

आयकर आयुक्त (अपील)-1, विशाखपट्टणम  
Commissioner of Income-tax (Appeals)-1,  
Visakhapatnam.

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Copy to the Web-Manager, [www.incometaxhyderabad.gov.in](http://www.incometaxhyderabad.gov.in), Hydernad